

# Air Agency Certificate

*Number* BJ4R078M

*This certificate is issued to*

LEE AIR COMPANY, INC.

*whose business address is*

7545 Wheatland Avenue  
Sun Valley, California 91352

*upon finding that its organization complies in all respects with the requirements of the Federal Aviation Regulations relating to the establishment of an Air Agency, and is empowered to operate an approved* Repair Station

*with the following ratings:*

Instrument

Accessory

*This certificate, unless canceled, suspended, or revoked, shall continue in effect indefinitely.*

*Date issued:*

November 5, 1968

Reissued: August 30, 1990

*By direction of the Administrator*

  
R. C. PHELPS, Manager

Van Nuys FSDO, Western-Pacific Region

**This Certificate is not Transferable, and ANY MAJOR CHANGE IN THE BASIC FACILITIES, OR IN THE LOCATION THEREOF, SHALL BE IMMEDIATELY REPORTED TO THE APPROPRIATE REGIONAL OFFICE OF THE FEDERAL AVIATION ADMINISTRATION**

*Any alteration of this certificate is punishable by a fine of not exceeding \$1,000, or imprisonment not exceeding 3 years, or both*

LEE AIR COMPANY, INC.

# Repair Station Operations Specifications

(Continuation)

*Limitations:*

The ratings (s) set forth on this Agency Certificate Number BJ4R078M is/are limited to the following:

INSTRUMENT: Class 1, Class 2, and Class 4

ACCESSORY: Class 1, Class 2, and Class 3

*Delegated authorities:* None

*Date issued or revised:*

August 30, 1990

*For the Administrator:*

KEITH R. THOMPSON  
Principal Avionics Inspector

Van Nuys FSDO

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**A001 . Issuance and Applicability**

**HQ Control: 02/11/2016**

**HQ Revision: 05e**

a. These operations specifications are issued to LEE AIR CO INC, a Repair Station located in the United States, pursuant to 14 CFR Part 145, § 145.53. The repair station certificate holder shall conduct operations in accordance with 14 CFR Part 145 and these operations specifications.

The certificate holder's address:

Fixed Location:  
7545 Wheatland Avenue  
Sun valley, California 91352

Mailing Address:  
7545 Wheatland Avenue  
Sun valley, California 91352

b. The holder of these operations specifications is the holder of certificate number BJ4R078M and shall hereafter be referred to as the "certificate holder".

c. These operations specifications are issued as part of this repair station certificate and are in effect as of the date approval is effective. This certificate and these operations specifications shall remain in effect until the certificate for a repair station that is located in the United States is surrendered, suspended, or revoked.

d. U.S./EU Aviation Safety Agreement Repair Station/Maintenance Organization Approvals not authorized.

e. The certificate holder is authorized to use only the business name which appears on the certificate to conduct the operations described in subparagraph a.

Delegated authorities:

1. Issued by the Federal Aviation Administration.
2. These Operations Specifications are approved by direction of the Administrator.



Digitally signed by Anthony V Capitelli, Principal Avionics Inspector (WP01)  
[1] EFFECTIVE DATE: 10/12/2016, [2] AMENDMENT #: 5  
DATE: 2016.10.12 13:23:36 -05:00

3. I hereby accept and receive the Operations Specifications in this paragraph.

  
\_\_\_\_\_

Lee, Ted, Vice President

10/13/14

Date

**A002 . Definitions and Abbreviations**

**HQ Control: 02/11/2016**

**HQ Revision: 05c**

Unless otherwise defined in these operations specifications, all words, phrases, definitions, and abbreviations have identical meanings to those used in 14 CFR and 49 U.S.C., as cited in Public Law 103-272, as amended. Additionally, the definitions listed below are applicable to operations conducted in accordance with these operations specifications.

<b>BASA</b>	The Bilateral Aviation Safety Agreement (BASA) is an executive agreement concluded between the United States and a foreign country for the purpose of promoting aviation safety; also known as an Agreement for the Promotion of Aviation Safety.
<b>Certificate Holder</b>	In these operations specifications, the term "certificate holder" means the holder of the repair station certificate described in these operations specifications in Part A paragraph A001 and any of its officers, employees, or agents used in the conduct of operations under this certificate.
<b>CFR</b>	Code of Federal Regulations
<b>Class rating</b>	As used with respect to the certification, ratings, privileges, and limitation of aircraft within a category having similar operating characteristics.
<b>EASA</b>	European Aviation Safety Agency
<b>EASA Accountable Manager</b>	The manager who has corporate authority for ensuring that all maintenance required by the customer can be financed and carried out to the standard required by the EASA full-member Authority.
<b>EU</b>	European Union
<b>Exemption</b>	An authorization that permits an alternate means of compliance with a specific CFR. The exemption must meet the procedural requirements of 14 CFR Part 11.
<b>FOCA</b>	Federal Office of Civil Aviation
<b>FAA Accountable Manager</b>	A person designated by the certificated repair station who is responsible for and has authority over all repair station operations that are conducted under 14 CFR Part 145, including ensuring that the repair station's personnel follow the regulations and serving as the primary contact with the FAA.
<b>Geographic</b>	An approval provided to a repair station located outside the United

<b>Authorization</b>	States to perform maintenance support under contract for a U.S. air carrier (or an operator of U.S.- registered aircraft under 14 CFR Part 129) at a location other than the repair station facility. A geographic authorization is issued by the FAA to respond to a U.S. air carrier's or Part 129 foreign operator's need for maintenance at a station where the frequency and scope of that maintenance does not warrant permanently staffing and equipping the station for its accomplishment.
<b>Limited Rating</b>	A rating issued to repair stations for the performance of maintenance on particular makes and models of airframes, powerplants, propellers, radios, instruments, accessories, and/or parts.
<b>Limited Ratings - Specialized Services</b>	Rating issued for a special maintenance function when the function is performed in accordance with a specification approved by the Administrator.
<b>Line Maintenance</b>	Any unscheduled maintenance resulting from unforeseen events, or scheduled checks where certain servicing and/or inspections do not require specialized training, equipment, or facilities.
<b>MAG</b>	The Maintenance Annex Guidance (MAG) defines the process that the FAA and EASA undertake in the inspection, findings of compliance certification, and monitoring of repair stations, as well as their joint cooperation in quality assurance and standardization activities in support of the Agreement, Annex 2, Maintenance.
<b>Maintenance</b>	The inspection, overhaul, repair, preservation, and replacement of parts, but excludes preventive maintenance.
<b>U.S./EU Aviation Safety Agreement, Annex 2, Maintenance</b>	Annex 2 covers the reciprocal acceptance of findings of compliance, approvals, documentation and technical assistance regarding approvals and the monitoring of repair stations/maintenance organizations.
<b>MIP</b>	Maintenance Implementation Procedures (MIP) are procedures for implementing the provisions of a BASA that apply to maintenance.
<b>MOE</b>	A maintenance organization exposition (MOE) pertains to EASA member countries that use an MOE in place of a Repair Station Manual (RSM) and a Quality Control Manual (QCM).
<b>Preventive Maintenance</b>	As defined in 14 CFR part 1 and part 43 appendix A, subparagraph (c).
<b>QCM</b>	Quality Control Manual
<b>Repair Station located in the United States</b>	A certificated repair station located in the United States.

**Repair Station located outside the United States** A certificated repair station located outside of the United States.

**RSM** Repair Station Manual

1. Issued by the Federal Aviation Administration.
2. These Operations Specifications are approved by direction of the Administrator.



Digitally signed by Anthony V Capitelli, Principal Avionics Inspector (WP01)  
[1] EFFECTIVE DATE: 10/12/2016, [2] AMENDMENT #: 5  
DATE: 2016.10.12 13:23:36 -05:00

3. I hereby accept and receive the Operations Specifications in this paragraph.



Lee, Ted, Vice President



Date



**A003. Ratings and Limitations**

HQ Control: 01/30/04  
HQ Revision: 010

The Certificate Holder is authorized the following Ratings and/or Limitations:

**Class Ratings**

Accessory Class 1: Mechanical Accessories  
Accessory Class 2: Electrical Accessories  
Accessory Class 3: Electronic Accessories  
Instrument Class 1: Mechanical  
Instrument Class 2: Electrical  
Instrument Class 4: Electronic

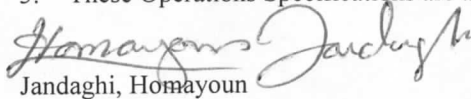
**Limited Ratings**

<u>Rating</u>	<u>Manufacturer</u>	<u>Make / Model</u>	<u>Limitations</u>
None Authorized			

**Limited Ratings - Specialized Services**

<u>Rating</u>	<u>Specifications</u>	<u>Limitations</u>
None Authorized.		

1. Issued by the Federal Aviation Administration.
2. Support information reference:
3. These Operations Specifications are approved by direction of the Administrator.

  
Jandaghi, Homyoun

Principal Avionics Inspector

WP01

4. Date Approval is effective: 1/18/08 Amendment Number: 3
5. I hereby accept and receive the Operations Specifications in this paragraph.

  
Lee, Pat

President

Date: 1/18/08

**A004. Summary of Special Authorizations and Limitations**

HQ Control: 9/23/1998  
HQ Revision: 010

**a. The certificate holder, in accordance with the reference paragraphs, is authorized to:**

Conduct operations choosing to have an antidrug and alcohol misuse prevention program. Reference Paragraphs  
A449

**b. The certificate holder is *not authorized* and *shall not*:**

Use Exemptions. A005

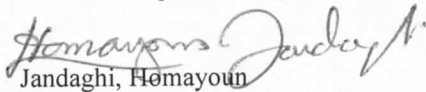
Perform work, including continuous operations, at additional locations other than at its primary fixed location. A101

Perform maintenance in accordance with foreign repair station geographic authorizations. B050

Perform work, excluding continuous operations, at additional locations other than at its primary Fixed Location. D100

Perform line maintenance for cert. holders conducting operations under Parts 121 and 135 and for foreign carriers/persons operating U.S. registered aircraft in common carriage under Part 129, apart from D100 which authorizes that work away from station. D107

- 
1. Issued by the Federal Aviation Administration.
  2. Support information reference:
  3. These Operations Specifications are approved by direction of the Administrator.

  
Jandaghi, Homayoun

Principal Avionics Inspector

WP01

4. Date Approval is effective: 1/18/08 Amendment Number: 5
5. I hereby accept and receive the Operations Specifications in this paragraph.

  
Lee, Pat

President

Date: 1/18/08

**A007. Designated Persons**

HQ Control: 12/19/06  
HQ Revision: 030

a. The personnel listed in the following table are designated to officially apply for and receive operations specifications for the certificate holder indicated below.

**Table 1 – Designated Persons to Apply for and Receive Authorizations**

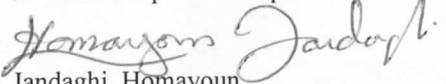
Title	Name	Parts Authorized
President	Lee, Pat	A
Vice President	Lee, Ted	A

b. The following personnel listed in Table 2 are designated by the certificate holder to receive Information for Operators (INFO) messages for the certificate holder as indicated below. A receipt for the information by an operator or person is not required.

**Table 2 – Designated to Receive INFO Messages**

Name	Email Address	Telephone No.	Type of Information to Receive
Lee, Ted	ted@leeairinc.com	818-767-0777	ALL

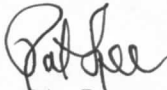
1. Issued by the Federal Aviation Administration.
2. Support information reference:
3. These Operations Specifications are approved by direction of the Administrator.

  
Jandaghi, Homayoun

Principal Avionics Inspector

WP01

4. Date Approval is effective: 1/18/08 Amendment Number: 4
5. I hereby accept and receive the Operations Specifications in this paragraph.

  
Lee, Pat

President

Date: 1/18/08

**A449 . Antidrug and Alcohol Misuse Prevention Program**

**HQ Control: 07/17/2009**

**HQ Revision: 00a**

- a. The Part 145 repair station certificate holder has elected to implement an Antidrug and Alcohol Misuse Prevention Program, because the certificate holder performs safety-sensitive functions for a 14 CFR Part 121, and 135 certificate holder and/or for a 14 CFR Part 91 operator conducting operations under Section 91.147.
- b. The certificate holder certifies that it will comply with the requirements of 14 CFR Part 120 and 49 CFR Part 40 for its Antidrug and Alcohol Misuse Prevention Program.
- c. Antidrug and Alcohol Misuse Prevention Program records are maintained and available for inspection by the FAA's Drug Abatement Compliance and Enforcement Inspectors at the location listed in Table 1 below:

**Table 1**

	<b>Location &amp; Telephone of Antidrug and Alcohol Misuse Prevention Program Records:</b>
<b>Telephone Number:</b>	A1 (818) 767-0777
<b>Address:</b>	7545 Wheatland Ave
<b>Address:</b>	N/A
<b>City:</b>	Sun Valley
<b>State:</b>	CA
<b>Zip code:</b>	91352

d. Limitations and Provisions.

- (1) Antidrug and Alcohol Misuse Prevention Program inspections and enforcement activity will be conducted by the Drug Abatement Division. Questions regarding these programs should be directed to the Drug Abatement Division.
- (2) The certificate holder is responsible for updating this operations specification when any of the following changes occur:
  - (a) Location or phone number where the Antidrug and Alcohol Misuse Prevention Program Records are kept.
  - (b) If the certificate holder's number of safety-sensitive employees goes to 50 and above, or falls below 50 safety-sensitive employees.
- (3) The certificate holder with 50 or more employees performing a safety-sensitive function on January 1 of the calendar year must submit an annual report to the Drug Abatement Division of the FAA.
- (4) The certificate holder with fewer than 50 employees performing a safety-sensitive function on January 1 of any calendar year must submit an annual report upon request of the Administrator, as specified in the regulations.

The certificate holder has fewer than 50 safety-sensitive employees.

1. Issued by the Federal Aviation Administration .
2. Support information reference:
3. These Operations Specifications are approved by direction of the Administrator.



2012.06.27 07:56:25 Central Daylight Time  
Location: WebOPSS  
Digitally signed by Homayoun Jandaghi,  
Principal Avionics Inspector (WP01)

4. Date Approval is effective: 06/27/2012 Amendment Number: 4
5. I hereby accept and receive the Operations Specifications in this paragraph.

Lee, Pat, FAA Accountable Manager, 145

A handwritten signature in cursive script that reads "Pat Lee".

Date: 06/27/2012